

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION <b>POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT</b> PO-199 (06/16)		Working Title of Position Forestry Fire Pilot	
		Division and/or Subdivision Northern Region	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Humboldt-Del Norte Unit	
		Class Title of Position Forestry Fire Pilot	
		Position Number 542-111-1046-572	
		Effective Date	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
50%	<p>Under the direction of the Battalion Chief, the Helitack Fire Pilot is responsible for the daily operations of the helicopter. Receives direction from the departments Lead Helicopter Pilot and Lead Mechanic, as it relates to aviation matters and aircraft maintenance. Furthermore, he/she will work in conjunction with the Helitack Fire Captain for the most effective use of the Helitack crew.</p> <p>*Responsible for the performance of, and participation in, aircraft pre-flight and initial engine run-up and system checks. *Pilot a helicopter in single or dual pilot operations over all types of terrain in aerial firefighting, transporting firefighters and inmates to and from fires. *Hauling cargo (both internal and external), dropping water or retardant on fires from helicopter carried buckets or tanks. *Fly routine and emergency missions such as search and rescue, medivacs, reconnaissance, law enforcement, aerial photography and mapping. *Perform administrative and training flights. *Support prescribed burning projects by hauling various aerial ignition devices to ignite prescribed fires. *Responsible for the safe and efficient operation of the helicopter, when flying as Pilot in Command. *Maintain accurate, concise records of aircraft pre-flight and initial records of aircraft flight hours, aircraft maintenance hours, aircraft and crew activity, turbine fuel consumption, incident/accident reports, pilot and/or aircraft dock records, helicopter load calculations and manifest, training reports, flight record ledger. *Oversee all flight operations.</p> <p>*These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.</p>		
<b>Equal Employment Opportunity (EEO) Statement:</b> All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: 2-year commitment to HUU. Must maintain pilot license, currently as a helicopter pilot, Interagency Carding to fly agency (CALFIRE) aircraft, and must maintain a Medical Certificate issued by a FAA authorized Medical Examiner.			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____		Date _____	
Personnel use only		Supervisor Signature _____	
<input type="checkbox"/> Posted to Directory		Date _____	
Initials and date _____			

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Working Title of Position  
Forestry Fire Pilot

Percentage of Time Required      Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

25%

\*Perform preventative maintenance and limited inspections and maintenance on helicopters while under the general direction of a licensed aircraft mechanic; perform occasional maintenance test flights on department helicopter.

20%

Perform special projects (both aviation and battalion operations related), prepare reports, attend training, and general maintenance tasks.

5%

Perform other duties as assigned.

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Employee Signature

Date

Supervisor Signature

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Initials and Date